



OFFICE OF FIELD OPERATIONS UNIFORM WEAR POLICY



CHAPTER 3 UNIFORM CLASSES AND APPLICATIONS

A. UNIFORM FUNDAMENTALS

1. WHERE SHOULD THE UNIFORM BE WORN?

The Office of Field Operations (OFO) uniform will be worn by U.S. Customs and Border Protection (CBP) employees stationed in the field, at the Field Operations Academy, at the National Targeting Center and at Headquarters. Uniformed CBP employees are authorized to wear the uniform while engaged in the discharge of Official Business and while traveling directly to and from the workplace.

Additionally, employees may also be authorized to wear the uniform by the Commissioner, Deputy Commissioner, Assistant Commissioner, Office of Field Operations, or Principal Field Officer (Director, Field Operations or Port Director) for other official or CBP-related functions such as award ceremonies, funerals, outreach functions, etc. Employees may also request from the Principal Field Officer (PFO) authorization to wear the uniform for personal functions such as weddings and memorial services. The personal wear request shall be in written form to the PFO and include specific details regarding the event such as the date, location and any potential media interest.

2. WHO SHOULD WEAR A UNIFORM?

In general, CBP Officers and Seized Property Specialists are authorized and required to wear the uniform and to carry a firearm. CBP Agriculture Specialists are also authorized and required to wear the uniform.

Those employees granted authorization to wear the uniform under the Uniform Expansion Program prior to December 8, 2008, are authorized to retain their uniformed status regardless of their Enhanced Retirement coverage.

3. WHO SHOULD NOT WEAR A UNIFORM?

Persons who are not employed by CBP are not authorized to wear the uniform or be dressed in a manner that attempts to duplicate the appearance of the uniform. The Assistant Commissioner, Office of Public Affairs, with the concurrence of the responsible office can approve the limited use of the uniform requested by outside sources, e.g., movie productions, television requests, etc. The request and approval will be documented in writing and the terms of use will be specified. The written authority will be provided to the Contracting Officers Technical Representative (COTR) who will direct the uniform vendor accordingly. Employees are not authorized to wear the uniform in an off-duty status without authorization from the PFO as specified in Section 1 above.

4. WEARING OF THE FIELD OPERATIONS UNIFORM BY OTHER CBP COMPONENT OFFICES



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In order to provide a consistent image to the public and other CBP employees, employees wearing the Field Operations uniform while assigned to other CBP component offices shall adhere to the OFO Uniform Wear Policy and personal appearance standards.

B. PERSONAL APPEARANCE STANDARDS (PAS)

Background: CBP has established the following personal appearance standards for all uniformed CBP Officers and employees assigned to the Office of Field Operations (OFO). These standards will, in addition to promoting the morale and efficiency of the workplace, significantly enhance the agency's ability to:

- Ensure that all representatives of CBP-OFO project a neutral image that encourages approachability and promotes interaction with the broadest possible spectrum of the public.
- Ensure employee safety.
- Establish and maintain a professional image consistent with the operational needs of the agency and the expectations of the American public.
- Promote positive relations with both foreign and domestic agencies with similar missions and standards.
- Maintain good order and discipline by establishing standards that foster esprit de corps and allow officers/employees to project a positive, professional image that bolsters self-confidence and promotes good conduct.

Uniformed employees must recognize that the public will often judge the effectiveness of CBP based upon first impressions. An employee who is inattentive to his/her personal appearance reflects an unfavorable image not only on him/herself, but also on the agency as a whole.

Uniformed employees are held in high esteem by the public as guardians of the Nation's borders; they are also highly regarded as role models who have many attributes Americans value including: Vigilance, Service, Integrity, Courtesy and Professionalism. Employees who wear the uniform also wear a badge that conveys a certain level of formal authority. As a result, uniformed employees are held to high standards of conduct and behavior, and must conduct themselves accordingly.

It is imperative to the CBP mission that officers project a neutral image that minimizes public antagonism and ensures approachability by the broadest possible spectrum of the public. Extremes and fads in personal appearance and attire are, therefore, prohibited in order to maintain the highest standards of professionalism, propriety, decorum, good taste and to project an image that encourages and facilitates public interaction with uniformed CBP personnel.



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Uniformed employees must be mindful of their personal appearance at all times. A good personal appearance adds to their prestige, and is an essential part of “officer presence,” i.e. officer safety. Where a uniform is required, it should be complete in all details, worn in its entirety, and should be devoid of ornaments which have not been designated to be a part of the uniform.

Certain aspects of the OFO personal appearance standards draw distinctions between standards for male and female officers. This does not reflect any difference in the degree to which it is imperative that male or female employees are well groomed; rather it reflects norms and expectations by the public of grooming standards by the two sexes. These norms and expectations are critical to recognition, cooperation and approachability by the public.

The personal appearance standards, as outlined below, shall apply to all uniformed employees assigned to OFO. Uniformed employees shall be subject to these standards whether on regular or overtime duty, regardless of the activity they are performing. Wearing the uniform in all instances makes compliance with the following standards compulsory.

Scope: The standards contained herein apply to uniformed U.S. Customs and Border Protection (CBP) employees assigned to OFO and other CBP component offices authorized to wear the Field Operations uniform. These standards supersede all directives, memorandums and policies previously issued regarding the uniform.

Terms:

Agency:	Refers to all of the various components, offices and divisions of U.S. Customs and Border Protection
Officer:	Refers to any permanent, part-time or seasonal <u>uniformed</u> CBP Officer, Agriculture Specialist, Seized Property Specialist or other such designated employee covered by the Enhanced Retirement covered provisions.
Employee:	Refers to any permanent, part-time or seasonal <u>uniformed</u> CBP employee.
Uniform:	Refers to all articles of clothing and their accessories issued by the agency or purchased by an officer/employee via an agency authorized uniform supplier.
Facial Hair:	For the purposes of this document refers generally to hair grown on the lip, lower face and neck of an officer or employee.



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General Standard:

All uniformed officers and non-uniformed employees of CBP are expected to present a neat, clean and professional image consistent with the high regard in which the agency and its employees are held. Uniforms and civilian attire will be clean, well maintained, and employees will adhere to the personal hygiene standards expected by the public and their coworkers.

Uniformed Non-Bargaining Unit Employees

Hair Standard:

Male:

Hair will be neatly trimmed and properly groomed. Hair will not touch the ears or the collar when in a standing position.

If dyed, hair will be dyed in a natural color. The use of hair colorants or dyes that are unnatural in appearance is prohibited.

Hair will not be worn in any extreme or faddish style (i.e. pony tails, buns, etc.) or in any manner that exceeds standards, violates safety requirements, or impedes the proper wearing of authorized CBP headgear. Hair ornaments such as ribbons, jeweled pins, etc. are prohibited.

Female:

Hair shall be neat, natural in color and conservatively styled. Hair shall be arranged so that it does not extend below the bottom edge of the collar when in a standing position.

Hair will not be worn in any extreme style or in any manner that exceeds standards, violates safety requirements, or impedes the proper wearing of authorized CBP headgear.

If dyed, hair will be dyed in a natural color. The use of hair colorants or dyes that are unnatural in appearance is prohibited. Plain and conservative pins, combs, elastic bands, and barrettes similar to the individual's hair color or in a color complementary to the uniform, i.e. dark blue, black, or tortoise shell in color, are permitted to keep hair in place. Hair ornaments such as ribbons, jeweled pins, etc. are prohibited.

Sideburns:

(Male Only) Sideburns will not extend below the lowest part of the ear. They will be even in width (not flared) and end in a cleanly shaven, horizontal line.



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Facial Hair:

Beards are prohibited except in cases when a PAS waiver is granted for medical, religious or cultural reasons. Mustaches shall not extend beyond the corners of the mouth or below the upper vermillion of the lip and must be conservative in style.

Figures 3-1 through 3-6 depict photos of CBP Officers and Agriculture Specialists who comply with the mustache and hair standards as outlined above.



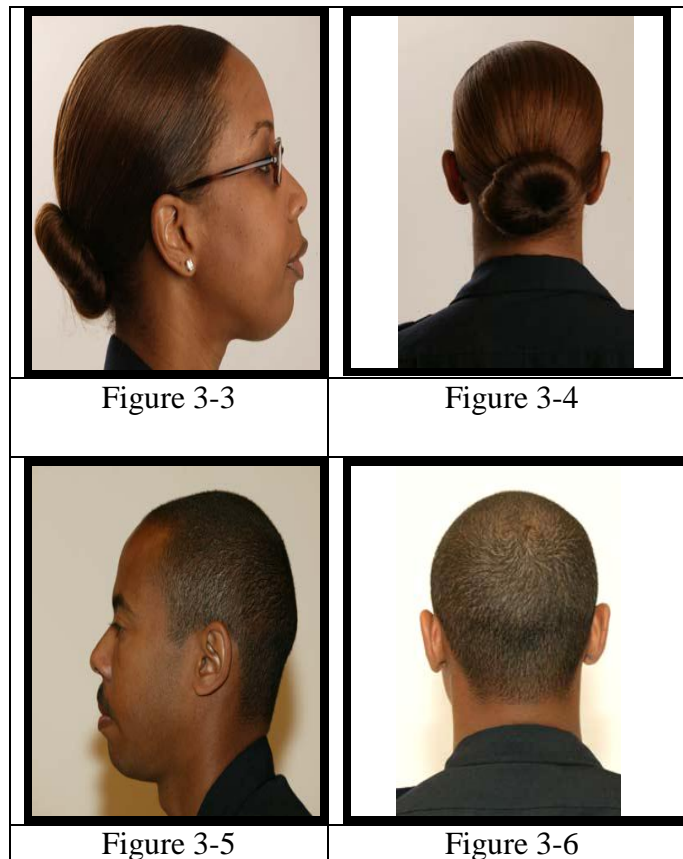
Figure 3-1 Facial Hair Standard – Corners of the Mouth



Figure 3-2 Facial Hair Standard – Upper Vermillion



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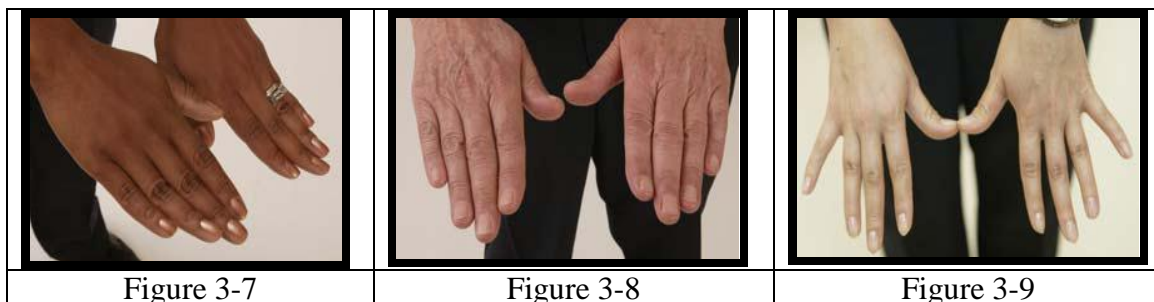


Fingernails:

Male: Fingernails shall not extend beyond the fingertips and should be clean. False fingernails and fingernail polish are prohibited.

Female: Fingernails shall not extend more than one-quarter ($\frac{1}{4}$) inch beyond the fingertips and, if colored with fingernail polish, should be a single color.

Figures 3-7 through 3-9 depict photos of CBP Officers and Agriculture Specialists who comply with the fingernail standards as outlined above.





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Cosmetics: (Female Only) Only cosmetics which are conservative in color and amount shall be permitted.

Jewelry:

Rings: Officers may wear no more than a total of three rings.

Necklaces: Officers are limited to the wearing of one necklace, medallion or chain. This item must be concealed and not be visible while wearing the uniform. Choker-type necklaces are not authorized.

Earrings:

Male: Prohibited.

Female: Plain, stud-type earrings no more than 1/4-inch in diameter are authorized. Wearing of more than one pair of earrings is prohibited.

Bracelets: Other than medical alert bracelets, officers are prohibited from wearing bracelets while in uniform.

Watches: Officers are authorized to wear one conservatively styled watch. Watch bands can be gold, silver, black, brown or dark blue in color. Bracelet-style watches are prohibited.

Eyewear: Will be conservative in style and color. Neon or brightly colored frames and mirrored lenses are not authorized. Straps may be worn if they are black in color.

Body Piercing: May not be visible.

Tattoos/Brands: Must be concealed if obscene, racially motivated, or gang-related.

Body Alterations: **Intentional** alterations such as: tongue splitting, tongue forking, disfiguring skin implants, tooth filing, etc., are prohibited.



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Uniformed Bargaining Unit Employees

Hair Standard:

Male:

Hair will be neat, trimmed and properly groomed. Hair will not cover more than the top half of the ear, nor extend beyond the bottom of the shirt collar.

Hair will not be worn in extreme or faddish styles. Hair will not interfere with the proper wearing of CBP headgear.

Hair ornaments are prohibited.

Female:

Hair shall be neat, natural in color and conservatively styled. Hair shall be arranged so that it does not extend below the shoulder.

Hair will not interfere with the proper wearing of CBP headgear.

Conservative hair ornaments are permitted.

Facial Hair:

Facial hair will be no longer than 1 inch in length unless a PAS waiver is granted for medical, religious or cultural reasons. Facial hair will be trimmed and well groomed. Facial hair will not be worn in any extreme or unconventional styles. Absent the existence of facial hair, the employee must present a clean shaven face; this requirement shall not be misconstrued to prevent an employee an opportunity to grow facial hair, or groom, shape and maintain facial hair. Ungroomed beard stubble is not considered neat, clean and professional.



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Figures 3-10 through 3-15 depict photos of CBP Officers and Agriculture Specialists who comply with the hair standards as outlined above.



Fingernails:

Male:

Fingernails shall not extend beyond the fingertips. False fingernails and polish are prohibited.

Female:

Fingernails shall not extend more than $\frac{1}{4}$ inch beyond the fingertips. Fingernails must be well manicured and clean at all times.

Cosmetics:

(Female Only) Only cosmetics which are conservative in color and amount shall be permitted.

Jewelry:



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Rings:	Officers shall wear no more than two rings. Rings must not be likely to catch on other objects and shall be no larger than standard university or college rings. Engagement and wedding rings count as one ring.
Necklaces:	Necklaces must be concealed (not visible) while wearing the uniform.
Earrings:	
Male:	Prohibited.
Female:	May wear plain, stud-type earrings no more than ¼-inch in diameter. Wearing of more than two pairs is prohibited.
Bracelets:	Prohibited except for medical alert bracelets.
Watches:	May wear one conservatively styled watch. Watch band will be gold, silver, black, or dark blue in color. Bracelet-style watches are prohibited.
Eyewear:	Will be conservative in style and color. Neon, mirrored or brightly colored frames are not authorized. Straps may be worn if they are black in color.
Body Piercing:	May not be visible.
Tattoos/Brands:	Must be concealed if obscene, racially motivated, or gang-related.
Body Alterations:	Intentional alterations are prohibited.

C. GENERAL INFORMATION/REQUIREMENTS

1. Insignia/Awards/Pins

The badge, nameplate, shoulder patches, and authorized rank insignia must be worn by uniformed employees while on duty and must remain unencumbered at all times. The CBP patches must be worn on both uniform sleeves (CBP keystone patch on the right sleeve; OFO patch on the left sleeve).



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Each Commissioner level award is issued with a citation bar. Uniformed employees are authorized to wear these citation bars on the Class 1 Ike jacket as well as the Class 2 and Class 3 uniform shirts. If worn, the first citation bar must be centered ¼-inch above the nameplate. Subsequent citation bars shall be placed directly above the bottom citation bar in the prioritized order displayed in this handbook. They should be pinned individually in top to bottom succession. Employees who have received multiple awards in a single category are only authorized to wear one citation bar for that particular award on their uniform.

- Flag Citation Pin
- Commissioners Valor Award
- Commissioners Integrity Award
- Commissioners Humanitarian Award
- Commissioners Exceptional Service Award
- Commissioners Blue Eagle Award
- Commissioners Unit Citation
- Iraq Service Citation
- Hurricane Katrina Citation
- Marksman Citation



Figure 3-16
Award Citation Pins

Members of the OFO Honor Guard Team, Field Training Officers, Chaplains, Special Response Team (SRT), Peer Support and K-9 Officers are authorized to wear their respective pins/devices. One pin/device shall be worn ¼-inch centered above the right breast pocket above the nameplate and award citation bars on the Class 1,2 and 3 uniforms as appropriate. Multiple pins/devices are not authorized. Figures 3-16 and 3-17 depict authorized CBP pins/devices.

Union officials may wear a pin or identification tag (designed and paid for by the Union and subject to CBP review and approval) on the Class 2, 3, 5 or 7 uniform. These pins are only authorized for display centered on the right breast pocket flap of the uniform shirt.



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- Honor Guard
- Field Trainer
- Chaplain
- SRT
- Peer Support (not shown)
- K-9



Figure 3-17 Other Authorized
CBP Pins/Devices

CBP Officers and Agriculture Specialists are also authorized to wear the Flag Citation Pin on the Class 1 Ike jacket or the Class 2, 3 or 7 uniform shirts. If worn, the Flag Citation Pin must be centered 1/4-inch above the nameplate or directly above the highest commissioner-level citation bar. **NOTE:** since this Flag Citation Pin is a representation of the American flag, it must always be worn in the highest position above the right breast pocket of the uniform. Therefore, the insignia pin/device such as Honor Guard, Field Trainer, Chaplain, SRT, Peer Support cannot be worn in conjunction with the American flag pin.

2. Badges

Badges are not provided under the National Uniform Program. Badges are issued to employees through the Office of Internal Affairs.

3. **Mourning Band** - Principal Field Officers (PFO) may authorize the wearing of black mourning bands over the badge to acknowledge CBP Officers and/or other Federal, State and local law enforcement officers who are killed in the line of duty. Additionally, PFO's may locally authorize the wearing of black mourning bands to acknowledge CBP Officers who died on or off duty. The mourning bands must be solid black in color, cannot exceed 1/2-inch in width and must be displayed diagonally centered across the badge obscuring the CBP seal, as depicted in figure 3-18. Mourning bands may be worn from the time of initial authorization by the PFO, until the deceased officer is interred.



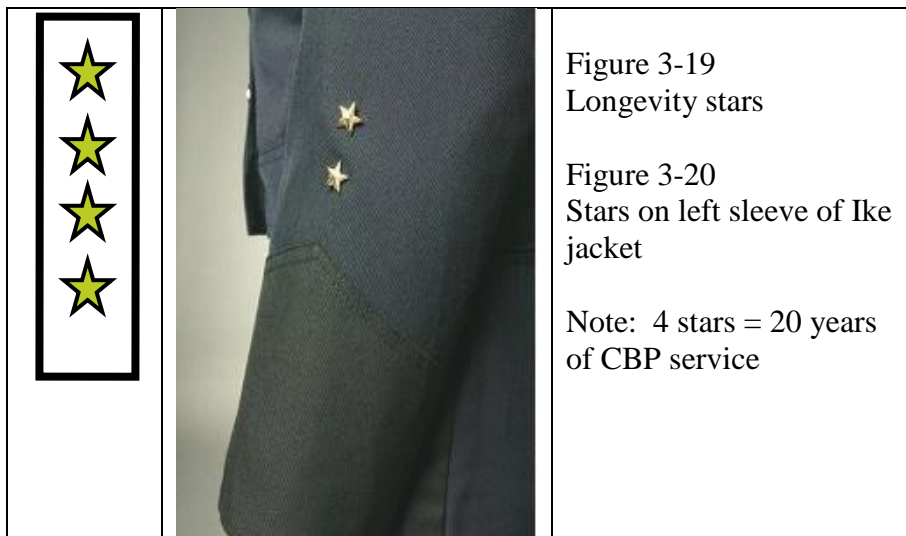
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Figure 3-18 CBP Badge with Mourning Band

No other badges, patches, pins, other devices or insignia (e.g. DHS lapel pins, Contraband Enforcement Team badges or patches, fraternal pins, political pins, longevity pins, etc.) are authorized to be worn on any other uniform article, including the badge, at any time.

- 4. Longevity Stars** - Longevity stars indicate 5-year increments of total service with CBP or a combination of CBP and heritage agencies (U.S. Customs Service, Immigration and Naturalization Service, or Agriculture Quarantine Inspection Service). Years of prior military service and time spent working in other non-CBP or heritage agencies is not considered when determining the number of longevity stars authorized for display. Longevity stars should be centered on the lower portion of the left sleeve panel of the Class 1 Ike jacket 1-inch above the black trim. Additional stars should be placed in a vertical line extending up the left sleeve spaced 3/4-inch apart from one another center to center. Figures 3-19 and 3-20 below depicts properly aligned longevity stars.



- 5. T-Shirts as an Undergarment** – For employees wearing a Class 1,2,3,5 and 7 uniforms, there is no t-shirt requirement. However, if visible, undershirts must be white in color and crewneck in style. Employees wearing the Class 4 BDU uniform



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are required to wear the dark blue enforcement style t-shirt provided by the uniform vendor.

6. **Waivers/Exceptions** - Uniformed employees are required/authorized to wear only uniform items provided by the agency through the uniform vendor. Waivers of this policy (including the PAS standards) must be granted and approved only by CBP management. Skirts will be made available to female officers for medical, religious or cultural purposes.
7. **Nameplate Requirements** – The official nameplate is gold-framed with white gothic block letters on a black background, as indicated in figure 3-21. All uniformed employees are required to wear a nameplate indicating their legal last name centered ¼-inch above the right breast pocket (or vicinity if no pocket exists) on uniform shirts, sweaters, and outerwear items. Shirts and sweaters have nameplate grommets to facilitate the proper placement of nameplates on these uniform items. Exceptions to this policy may be granted on a case-by-case basis, and bargaining unit employees may be authorized to wear an agency-issued nameplate with an agency-authorized pseudonym if certain criteria are met as outlined in the National Collective Bargaining Agreement, Article 44: Attire and Appearance, Section 1(K)(1), dated May 11, 2011.



Figure 3-21 Authorized Nameplate

8. **Other Accessories** - Other items that may be worn on the uniform include agency-issued electronic communication devices, keys, glove cases, radio holders, cell phones, baton/O.C. spray holders, ECD holders and Personal Radiation Detectors. Multi-tools, buck knives, and flashlights are authorized for wear with the Class 2, 3, 4, 5, 7 and 8 uniforms if they are black in color or contained in a case that is black in color that can be properly affixed to the official duty belt. These items may be carried in cases that are of nylon, leather, or laminate construction and must be plain black in color. No items, to include radio handsets, are authorized to be clipped or affixed to shoulder epaulettes on uniform shirts, knitwear, or outerwear.
9. **Hemming Requirements** - Trousers can be hemmed by the uniform vendor. However, employees may order and receive trousers un-hemmed and have them hemmed at their own expense. Trousers should be hemmed so the front portion of the trouser cuff touches the top portion of the shoe when the employee is in the standing position, as reflected in Figure 3-22. The rear portion of the trouser cuff, optimally, should extend to the top edge of the shoe sole (it should never extend beyond the bottom edge of the rear portion of the shoe sole).



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Figure 3-22

D. OUTERWEAR

1. Authorized Items - In order to be considered serviceable, outerwear garments must be clean, neat, and free from visible repairs and other highly visible blemishes. With the exception of the trench coat and insulated vest, all outerwear garments, including the leather jacket, must have a CBP shoulder patch on the right sleeve and the OFO patch on the left sleeve. The official shoulder patches are depicted in figure 3-23 to 3-25. Outerwear must also contain the official badge patch on the left chest, with the exception of the trench coat and leather jacket. Previous edition outerwear containing the two CBP patches and/or the badge tabs are authorized for wear until they are considered no longer serviceable. Heritage agency identifiers (i.e. silk screened printing, embroidered badge patches, special buttons, etc.) are obsolete and cannot be worn with the uniform.



Figure 3-23



Figure 3-24



Figure 3-25

2. Badge and Nameplate Requirements on Outerwear - When outerwear is worn employees are required to wear their issued badge (if an embroidered badge is not already affixed) and a nameplate on their outermost garment. The nameplate is



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required to display the employee's legal last name and must be affixed to the outermost garment centered above the right breast pocket (or vicinity if no pocket exists), as depicted in figures 3-26 to 3-29. Employees are required to wear large rank insignia on the shoulder epaulettes on outerwear items. If shoulder epaulettes do not exist, one large rank insignia pin will be worn centered on the zipper flap 6-inches below the neckline *.

* Gold and silver oak leaf - oak leaf stem pointed down

* Silver eagle – eagle facing forward on the shoulder epaulette and eagle facing right hand of wearer on front outerwear.



- 3. Restriction on Wearing Outerwear** - Uniformed employees are authorized to wear most outerwear items indoors with all classes of uniform, except the Class 1



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Ceremonial uniform (with which the all weather coat is optional). The only outerwear items not authorized for wear indoors (with exceptions to when employees are transitioning from indoors to outdoors and vice versa) are the raincoat and extreme cold weather parka.

E. FOOTWEAR/HEADGEAR

- 1. Footwear Requirements** - Uniformed employees are authorized to wear only footwear that is provided by the uniform vendor. Footwear restrictions are specified in Sections 3.F.1.C and 3.F.4.C of this chapter. Exceptions to this policy are set forth in section E(2) below. Footwear must be plain toe style, black in color, clean, well shined and in good repair.
- 2. Footwear Exceptions** - In cases where a special size not currently offered in the uniform catalog is required, employees should contact the uniform vendor's Customer Service Department (phone number provided on the uniform vendor's website) in order to make a special size footwear request. Delivery of special sized items requires a minimum of 90 to 120 working days. Additionally, the employee is permitted to purchase with his/her own funds, black, plain toe military-type footwear. While prior supervisory approval is not required, it is suggested that employees first discuss this issue with their supervisor to ensure that the privately purchased footwear is in accordance with this provision. Management may deny an employee the ability to wear privately purchased footwear that after review does not meet this black, plain toe, military style standard. As a general rule, privately purchased footwear should be "confusingly similar" to that which is offered by the uniform vendor. Shoes with unsafe or unstable structure, or with excessively high heels, are not authorized.
- 3. Headgear Requirements** – Except as noted below, headgear is only authorized for wear while employees are outdoors. The Class 1 dark blue felt campaign hat, leather hat band, chin strap, and CBP hat insignia are required to be worn with the Class 1 uniform and may be worn with the Class 2 uniform, as depicted in Figure 3-31. Only ball caps with "CBP" embroidered on the front panel and "U.S. Customs and Border Protection" on the back panel, as depicted in figures 3-32 to 3-33 are authorized for wear. The felt and straw campaign hats (with leather hat band, chin strap and CBP hat insignia) and ball cap are authorized to be worn with the Class 2, 3, 4, 5 and 7 uniforms. The fleece hat, knit cap and fur mouton headgear may be worn outdoors in inclement/cold weather conditions.

Employees engaged in "transitional" duties in the Class 3 or 4 work environments, i.e. required as part of their duties to enter and exit a building with great frequency may, for **brief periods** of time, wear authorized headgear indoors, if so doing promotes the efficiency and effectiveness of the agency.

Hats may be required only when working out of doors or where headgear is required for safety purposes. OFO Honor Guard personnel engaged in official Honor Guard



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activities are authorized to wear headgear indoors in the official discharge of their duties. Additionally, headgear required for safety purposes (e.g., hardhats) are also authorized to be worn indoors as necessary and appropriate.

4. **Authorized Hat Insignia** - Only the official CBP Hat insignia provided by the uniform vendor is authorized. This insignia is required to be worn on the felt and straw campaign hats as well as the fur mouton headgear.



Figure 3-31
Proper Placement CBP Hat
Device and Hat Band



Figure 3-32



Figure 3-33

5. **Official Tie Tack** - Whenever a tie is worn with a long-sleeve Class 2 long sleeve shirt, employees are required to wear the official gold CBP tie tack as depicted in Figure 3-34. The tie tack must be centered on the tie at an even level with the buttons on the chest pockets. All previous edition tie bars are obsolete and not authorized to be worn with the uniform. No other accessory is authorized on the tie.



Figure 3-34
Proper placement of tie tack

F. CLASSES OF UNIFORMS



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There are multiple classes of uniforms ranging from the Class 1 dress uniform to the Class 8 SRT uniform. This section will specify what uniform items are required/authorized in each Class and specify in which work environments these uniforms are required/authorized.

The Commissioner, Assistant Commissioner, OFO, or Principal Field Officer (PFO) e.g. Director of Field Operations, or Port Director, may designate a uniform of the day in support of/preparation for special events, functions, or visits by dignitaries. With the exception of periods when the PFO determines there is a need for a uniform of the day, employees must adhere to the wear policies outlined below:

1. CLASS 1 UNIFORM

A. PERSONNEL AUTHORIZED TO WEAR THE OFFICE OF FIELD OPERATIONS UNIFORM

Full-time CBP Officers, Agriculture Specialists and Seized Property Specialists are required to maintain a complete Class 1 uniform. The Class 1 uniform is required/authorized to be worn in the following situations/applications:

- Required for graduation from basic and advanced training.
- Required for formal Awards Ceremonies, Change of Command Ceremonies, CBP sponsored memorial services and recognition events.
- Required when the PFO declares the Class 1 uniform as the uniform of the day.
- Authorized to be worn with the approval of the Commissioner, Assistant Commissioner, OFO, Director, Field Operations, or Port Director.
- Authorized to be worn when an individual employee personally petitions to the OFO Assistant Commissioner and the petition is granted.
- Authorized and strongly encouraged to be worn at NTEU and other fallen employee vigils, memorial services, and other honorary occasions.

NOTE: Part-time CBP Officers who attend basic CBP Officer training at the Field Operations Academy, or part-time CBP Officers who are required to wear a Class 1 uniform upon direction from CBP will receive a Class 1 dress uniform at CBP expense.

B. CLASS 1 REQUIRED/AUTHORIZED ITEMS – The following items are required/authorized with the Class 1 uniform:



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CBP Employees as described in Section F1 (A) above are authorized/required to maintain and wear:

- Class 1 Ike jacket
- Class 2 long sleeve shirt
- Dark blue felt campaign hat
- Leather hat band
- Nameplate
- Class 2 trousers w/ black stripe
- Leather/Clarino low quarter shoes or roper/western boots
- Longevity stars
- Large rank insignia pin/devices (on jacket)
- Black tie w/ CBP tie tack
- Hat insignia
- Leather chin strap
- Rank shoulder boards (on shirt)
- Leather belt (plain or Velcro)
- Black/white sole socks
- Trench coat (optional)

C. GUIDANCE ON PROPER WEAR (CLASS 1) - Employees are required to wear large rank insignia on the shoulder epaulettes of the Class 1 Ike jacket and cloth rank insignia on the uniform shirt. These devices should be placed at the end of the jacket/shirt epaulettes so they are perpendicular to the leading edge of the jacket/shirt epaulettes. The insignia should also be placed centered on the top of the epaulette cross-stitching. Figure 3-35 shows the proper placement of the large rank insignia on the Ike jacket epaulettes.

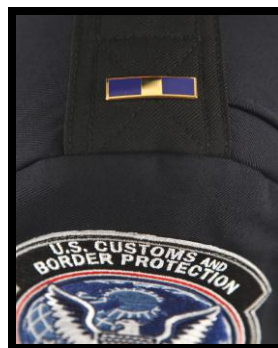


Figure 3-35

Proper placement of large rank insignia on outerwear.

Shirts should be properly tucked in, and the top shirt collar button must be buttoned. Long sleeve shirts will be buttoned at the cuff; rolling or turning up long sleeves is



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not authorized. Employees are considered out of uniform when they are not properly wearing the Ike jacket with this uniform. The Ike jacket will not be buttoned so that the tie tack is visible. The tie tack shall be centered on the tie and at an even level with the buttons on the chest pockets. Only the trench coat is authorized for wear over the Class 1 uniform outside during inclement weather.

Employees must wear the plain, dress, or Velcro overlap belts with this uniform. A nameplate is required to be worn centered ¼-inch above the right breast pocket of the Ike jacket and Class 2 long sleeve shirt. CBP employees must wear either leather/Clarino low-quarter black shoes or the roper/western boots. Employees must wear black socks or white sole black socks (the white portion of the sock must not be visible).

Employees are required to wear the dark blue felt campaign hat, leather hat band, chin strap and hat insignia with this uniform. The hat band buckle shall be positioned on the left side with the end of the belt extended towards the back, as depicted in Figures 3-36 and 3-37. The felt campaign hat shall only be worn during outdoor events and should be removed indoors during receptions, luncheons, and other events that routinely follow these types of ceremonies.



A service-issued weapon and leather gear shall be worn with the Class 1 uniform by armed uniformed personnel. Flashlights, knives, multi-tools, cell phones and other non-essential gear are not authorized when employees are wearing the Class 1 uniform.

A dress skirt will be made available for wear by female officers for religious, medical or cultural purposes. This article is available as a special order item from the uniform vendor. Female officers must wear hosiery (i.e. panty hose) that matches the natural skin tone of the wearer. Hosiery is not offered as part of the CBP uniform program. Figures 3-38 and 3-39 depict examples of a properly worn Class 1 uniform.



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Figure 3-38
Female OFO employee
wearing Class 1 uniform



Figure 3-39
Male OFO employee
wearing Class 1 uniform

2. CLASS 2 UNIFORM

A. OFFICE OF FIELD OPERATIONS

Full-time CBP Officers, Agriculture Specialists and Seized Property Specialists are required/authorized to wear the Class 2 uniform in the following environments:

- Required for climate-controlled Air Passenger Processing facilities.
- Required for climate-controlled Sea Passenger Processing facilities when employees are assigned for a full 8-hour shift processing arriving sea passengers.
- Required when the PFO declares the Class 2 uniform as the uniform of the day.
- Authorized for all Class 3 and Class 4 environments at the employee's personal discretion.

B. CLASS 2 REQUIRED/AUTHORIZED ITEMS: – The following items are required/authorized with the Class 2 uniform:

Employees as described in Section F2 (A) above are required/authorized to maintain and wear:



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- Class 1 Ike jacket (optional)
- Class 2 long/short sleeve shirt
- Black tie w/ CBP tie tack
- Felt/ straw campaign hat
- Hat insignia
- Leather belt (plain or Velcro)
- Rank shoulder boards
- Nameplate
- Class 2 trousers w/black stripe
- Turtleneck or mock turtleneck
- Lightweight knit sweater
- Heavyweight wool sweater
- Any black footwear in uniform program (with the exception of the boat shoes)
- Black/white sole black socks

C. GUIDANCE ON PROPER WEAR (CLASS 2):

The Class 2 uniform can be worn in several variations depending on the sleeve length selected by the wearer. When wearing a short sleeve shirt, employees are not authorized to wear the tie, tie tack, turtleneck, or mock turtleneck. However, when wearing a long sleeve shirt, employees must wear either the tie and tie tack, or the turtleneck/mock turtleneck. Shirts will be properly tucked in and, when a tie is not worn, the top button (and only the top button) of the Class 2 long- and short-sleeved shirts will be left unbuttoned. Long sleeve shirts will be buttoned at the cuff; rolling or turning up/in long sleeves is not authorized. Unless the PFO designates a uniform of the day, the decision of whether to wear a long or short sleeve shirt will be determined by the individual employee.

When a tie is worn, the top collar button must be buttoned, and the tie should reach the belt buckle. The tie tack should be evenly aligned with chest pocket buttons and centered on the tie.

Employees are required to wear rank shoulder boards (as applicable) and a nameplate centered 1/4-inch above the right breast pocket (or vicinity if no pocket exists) with this uniform. Employees may wear the lightweight or heavyweight wool sweater with either the long or short sleeve version of this uniform. Employees must wear the plain or Velcro overlap belts with this uniform.

Employees may wear any black footwear option provided by the uniform vendor with the exception of the boat shoes. Employees may substitute white sole black socks for plain black socks (the white portion of the sock must not be visible). Employees may wear the felt or straw campaign hat, ball cap, fleece hat, knit cap,



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or fur mouton headgear with this uniform when outdoors as appropriate for existing weather/climate conditions.

The Class 1 Ike jacket may be worn as an option with the Class 2 uniform if employees are wearing a long-sleeved shirt and tie with tie tack. When worn, officers must wear large insignia pins on the Ike Jacket. When a Class 1 Ike jacket or sweater is worn with a Class 2 uniform, the badge and nameplate must migrate outward to the outermost garment and must remain unencumbered at all times. The nameplate must be worn centered 1/4-inch above the right breast pocket (or vicinity if no pocket exists).

Qualified armed officers are required to wear their service-issued weapon, magazines, handcuff case, intermediate force device(s), and gun belt with the Class 2 uniform. The Use of Force Handbook provides more specific information on when weapons and duty gear are required to be worn. Figures 3-40 through 3-43 below are examples of authorized and properly worn Class 2 uniforms.



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Figure 3-40



Figure 3-41



Figure 3-42



Figure 3-43



OFFICE OF FIELD OPERATIONS UNIFORM WEAR POLICY



3. CLASS 3 UNIFORM:

A. OFFICE OF FIELD OPERATIONS

Full-time CBP Officers, Agriculture Specialists and Seized Property Specialists are required/authorized to wear the Class 3 uniform. The Class 3 uniform is required/authorized to be worn in the air, sea and land border cargo environments, as well as land border passenger environments.

- Authorized for Firearms and Defensive Tactics Qualification.
- This uniform is required when the PFO declares the Class 3 uniform as the uniform of the day.

B. CLASS 3 AUTHORIZED/REQUIRED UNIFORM ITEMS:

Employees as described in Section F3 (A) above are required/authorized to maintain and wear:

- Class 3 long/short sleeve shirt
- Plain/ cargo trousers
- Straw campaign hat (with leather hat band, chin strap and hat insignia)
- Leather trouser belt (plain or Velcro)
- Rank shoulder boards
- Any black footwear in uniform program (except the boat shoes)
- Nameplate
- Turtleneck/mock turtleneck
- Lightweight knit sweater
- Heavyweight wool sweater
- Black/white sole black socks
- Cargo Shorts*

*Cargo Shorts are an authorized trouser option in all Class 3 environments. When wearing cargo shorts, employees must wear only agency authorized solid black, plain toe athletic-style shoe footwear included in the national program and black socks, with no brand identifiers, that extend no more than 3 inches above the ankle.



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C. GUIDANCE ON PROPER WEAR (CLASS 3):

The Class 3 uniform can be worn in several variations depending on the sleeve length selected by the officer. A tie is not authorized for wear with this class of uniform. When employees are wearing a long sleeve Class 3 shirt in a Class 3 environment, as defined in 3-A above, employees have the option of wearing a turtleneck/mock turtleneck. Shirts will be properly tucked in and the top button (and only the top button) of the Class 3 long and short-sleeved shirts will be left unbuttoned. Long sleeve shirts will be buttoned at the cuff; rolling or turning up/in long sleeves is not authorized. Unless the PFO designates a uniform of the day, the decision of whether to wear a long or short sleeve shirt will be determined by the individual employee. Employees are required to wear rank shoulder boards (as applicable) and a nameplate centered ¼-inch above the right breast pocket (or vicinity if no pocket exists) with this uniform. Rank shoulder boards and the nameplate are required on the outermost garment when an outer garment or sweater is worn (as appropriate). Figures 3-44 to 3-47 below are examples of authorized and properly worn Class 3 uniforms.



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Figure 3-44



Figure 3-45



Figure 3-46



Figure 3-47



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In cases where an employee has an approved waiver on file to wear a Class 3 uniform in a Class 2 environment due to a medical condition, employees are required to wear either a tie and tie tack or a turtleneck/mock-turtleneck and may only wear Class 3 plain trousers.

Employees may wear the lightweight or heavyweight sweater with either the long or short sleeve version of this uniform. Employees must wear the plain, or Velcro overlap trouser belts with this uniform. CBP employees may wear any footwear option provided by the uniform vendor except the boat shoes with this uniform. Employees may substitute white sole black socks for plain black socks (the white portion of the sock must not be visible). Employees may wear the straw campaign hat, ball cap, knit cap, fleece hat or fur mouton headgear with this uniform when outdoors as appropriate for existing weather/climate conditions.

When an immediate operational need exists, on a limited case by case basis, CBP managers may temporarily authorize officers to wear the Class 3 uniform while working in a Class 2 environment. This authorization should be non-recurring in nature and limited in scope to satisfy an immediate and necessary operational requirement. Example: Management determines there is an immediate need to assign employees in cargo environments wearing Class 3 uniforms to work temporarily in an airport passenger processing facility due to an unanticipated staffing shortage. However, employees will not be permitted to wear the Class 3 uniform in a Class 2 environment on a regular and/or recurring basis.

4. CLASS 4 BDU UNIFORM (Battle Dress Uniform):

A. OFFICE OF FIELD OPERATIONS

The Class 4 uniform is:

- Authorized for CBP Officers, Agriculture Specialists and Seized Property Specialists in the air, sea and land border cargo environments, as well as land border passenger environments.
- Never authorized for Air and Sea Passenger Processing.
- Authorized for Firearms and Defensive Tactics Qualification.
- Required when the PFO declares the Class 4 uniform as the uniform of the day.
- Authorized as directed by the Assistant Commissioner, Office of Field Operations, with written approval.



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B. CLASS 4 UNIFORM ITEMS

CBP employees as described in Section F4 (A) above are required/authorized to wear:

- Class 4 BDU long/short sleeve shirt
- Dark blue enforcement t-shirt
- Embroidered name tape
- Class 4 rip-stop trousers
- Turtleneck/mock turtleneck shirt
- Straw campaign hat (with leather hat band, chin strap and hat insignia)
- Leather or nylon web duty gear
- Leather trouser belt
- Rank shoulder boards
- 8-inch lace-up boots
- Lightweight/heavyweight sweater
- Black socks
- Knit cap or ball cap (optional)
- Twisted blousing bands

C. GUIDANCE ON PROPER WEAR (CLASS 4 BDU):

The Class 4 uniform can be worn in several variations depending on the sleeve length selected by the officer. This uniform is constructed of “rip-stop” material. The Class 4 BDU pants are designed with a straight cuff and must be bloused (i.e., tied above the boot, using twisted blousing bands or tucked into boots). Shirts will be properly tucked in and the top button (and only the top button) of the Class 4 long and short-sleeved shirts will be left unbuttoned. When wearing a long sleeve shirt, employees have the option to wear the turtleneck or mock turtleneck. Long sleeve shirts will be buttoned at the cuff; rolling or turning up long sleeves is not authorized. Unless the PFO designates a uniform of the day, the decision of whether to wear a long or short sleeve shirt will be determined by the individual employee. Employees are required to wear rank shoulder boards and an embroidered nametape with this uniform.

Employees may wear the lightweight or heavyweight sweater with either the long or short sleeve version of this uniform. Employees must wear either the plain or Velcro overlap belts with this uniform. Rank shoulder boards and the nameplate are required on the outermost garment when outerwear or a sweater is worn. Employees may wear any **8-inch leather lace-up boot option** provided by the uniform vendor. (Note: Chukka boots do not meet this requirement). Employees may substitute white sole black socks for plain black socks (the white portion of the sock must not be visible). Employees may wear the straw campaign hat, ball cap, knit cap, fleece hat or fur



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mouton headgear with this uniform when outdoors as appropriate for existing weather/climate conditions.

A dark blue enforcement style t-shirt is **required** with this uniform. This shirt will have the CBP approved embroidered badge patch affixed to the left front breast area. "CBP Federal Officer" will be silk-screened in large block letters on the back of this shirt in the same font used for embroidery on the ball cap. Employees may wear this enforcement style t-shirt as their outermost shirt when they are **actually engaged in cargo examinations in the Class 4 uniform environment**. Upon completion of this work, employees are required to wear the Class 4 shirt over the enforcement t-shirt. PFO's will be held accountable for strict oversight and enforcement of this policy.

Blousing Instructions:

Tucking:

- Put on your pants and boots. Do not tie your boots.
- Sit in a chair so that your pant legs are pulled up slightly.
- Tuck the bottom of each pant leg into your boots. Tie your boots as usual.
- Stand up. Reach down and pull the excess material of your pant legs over the tops of your boots; leave the bottoms of your pant legs tucked into your tied boots.

Boot Blousers:

- Put on your pants.
- Pull your pant leg up over your calf to use the twisted blousing bands, which have wire-hook fasteners and can be applied without removing your boot.
- Pull your sock up and wrap the twisted blousing band around your leg above the top of your boot, then secure the wire hooks.
- Allow your pant leg to hang over the twisted blousing band and then, while turning the pant leg up and in, push several inches of pants material under the twisted blousing band to form the bloused appearance.



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Tying the Drawstring:

- Put on your pants and boots. Do not tuck your pants legs into your boots.
- Reach down and grasp the two ends of the drawstring at the ankle cuff. Pull the strings to tighten the ankle cuff. Tie them together securely above the top rim of your boot.
- Pull the excess material of your pant leg down to cover the drawstring. Leave the tie above your boots to create the bloused appearance.

Figures 3-48 and 3-49 are examples of authorized and properly worn Class 4 uniforms.





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CLASS 5 ADMINISTRATIVE SUPPORT UNIFORM:

A. OFFICE OF FIELD OPERATIONS/OFFICE OF TRAINING AND DEVELOPMENT

The Class 5 Administrative Support uniform is only authorized for the following positions:

- CBP Aides-CBP Technicians
- Co-op Students assigned to OFO locations
- Intern Students assigned to OFO locations

B. CLASS 5 UNIFORM ITEMS:

CBP employees described in Section F5 (A) above are required/authorized to maintain and wear:

- Class 5 long/short sleeve knit shirt
- Class 3 plain trousers
- Class 3 cargo pants
- Leather belt (plain or Velcro)
- Turtleneck/mock turtleneck (optional with long sleeve shirt)
- Lightweight knit sweater
- Heavyweight wool sweater
- Black footwear
- Black/white sole black socks
- Knit/ ball cap (optional)

C. GUIDANCE ON PROPER WEAR (CLASS 5):

OFO employees as indicated in Section F5 (A) above, can wear the Class 5 uniform with Class 3 plain trousers or Class 3 cargo pants. When a long sleeve shirt is worn, employees have the option of wearing a turtleneck or mock turtleneck. Shirts will be properly tucked in and the top button (and only the top button) of the long and short-sleeved shirts will be left unbuttoned. Rolling or turning up long sleeves is not authorized.

Employees may wear the lightweight knit or heavyweight wool sweater with either the long or short-sleeve version of this uniform. Employees must wear the plain or Velcro overlap belts with this uniform. CBP employees may wear any footwear option provided by the uniform vendor except the boat shoes. Employees may substitute white sole black socks for plain black socks. All employees may wear

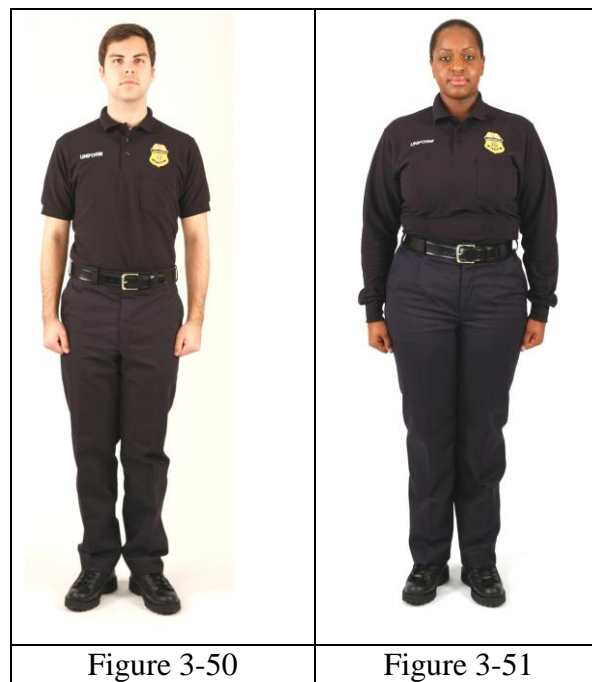


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the straw campaign hat, ball cap, knit cap or fur mouton headgear with this uniform when outdoors as appropriate for existing weather/climate conditions.

Figures 3-50 and 3-51 are examples of an authorized and properly worn Class 5 uniform.



7. CLASS 7 MATERNITY UNIFORM:

A. OFFICE OF FIELD OPERATIONS

The Class 7 maternity uniforms are available for pregnant CBP uniformed employees. Pregnant employees may wear the maternity clothing when they are no longer able to wear their regular uniform. Non-pregnant employees may not order or wear this uniform.

B. CLASS 7 UNIFORM ITEMS:

CBP employees as described in Section F7 (A) above are authorized to wear:

- Class 7 short/long sleeve maternity shirt
- Rank shoulder boards
- Class 7 maternity trousers
- Class 7 maternity jumper
- Mock turtleneck dickie



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- Stockings similar to skin tone of wearer
- Black footwear

C. GUIDANCE ON PROPER WEAR (CLASS 7 MATERNITY):

The Class 7 uniform is designed to be worn in two variations, depending on the employee's preference. The employee can wear either the trousers with the short/long sleeve maternity shirt, or the maternity jumper. When wearing either option, as there are no belt loops, the firearm and other accessories shall not be worn.

When wearing a long sleeve shirt, employees have the option to wear the mock turtleneck dickie. Long sleeve shirts will be buttoned at the cuff; rolling or turning up long sleeves is not authorized. Unless the PFO designates a uniform of the day, the decision of whether to wear a long or short sleeve shirt will be determined by the individual employee. Employees are required to wear rank shoulder boards and nameplate with this uniform.

The trousers can be worn with any black footwear in the program. Only black, low-quarter footwear is authorized for wear with the jumper. Employees may wear the straw campaign hat, ball cap, knit cap, fleece hat or fur mouton headgear with this uniform when outdoors as appropriate for existing weather/climate conditions.

8. CLASS 8 SRT UNIFORM:

A. OFFICE OF FIELD OPERATIONS

The Class 8 uniform is:

- Authorized for CBP National Special Response Team (SRT) Operators in air, sea and land border environments.
- Authorized for wear during SRT training, operations and deployments.
- Authorized as directed by the Assistant Commissioner, Office of Field Operations.
- Not authorized for air, sea and land border passenger processing.

B. CLASS 8 UNIFORM ITEMS:

CBP SRT Operators as described in Section F8 (A) above are required/authorized to maintain and wear:

- Class 8 SRT tan uniform shirt



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- Class 8 SRT tan uniform trouser
- Tan nylon trouser belt
- Short/long sleeve tan moisture management t-shirt
- Tan CBP ball cap
- Tan boonie hat
- Brown knit cap
- Tan Danner TFX boot
- Subdued metal rank insignia

C. GUIDANCE ON PROPER WEAR (CLASS 8)

The design of the Class 8 SRT uniform can be worn in several variations depending on the equipment designated for SRT training, operations, and deployments. The uniform shirt is to be worn un-tucked; rolling or turning up the sleeves is not authorized. The uniform shirt will be worn unzipped to the top edge of the first Velcro tab and the collar is folded down laying flat on the collar bone area. The tan moisture management short/long sleeve t-shirt is required to be worn with the uniform. When worn with the standard issued duty belt the uniform shirt will be properly tucked in.

- The CBP badge patch will be worn on the left side of chest above pocket.
- Name tape will be worn on the right side of chest above pocket.
- The SRT rocker patch will be worn on the right sleeve centered with the top edge; flush with the bottom edge of the pocket flap. The CBP keystone patch will be worn centered; flush under the SRT rocker.
- The Field Operations patch will be worn on the left sleeve centered with the top edge; flush with the bottom edge of the pocket flap.

The subdued metal rank insignia shall be worn on each side of the collar placed ½-inch from the front edge of the collar and centered.

- Oak leaves will be worn with the tip to the stem parallel to the front collar edge.
- Eagles will be worn with the head toward the top of the collar facing to the front, with the wings perpendicular to the deck.
- Stars will be worn with one ray of each star pointing toward the top edge of the collar.

Only first line SRT Supervisors and above will be required to wear collar rank insignia.

- Brown Oak Leaf / first line SRT supervisors
- Black Oak Leaf / second line SRT supervisor or manager
- Black Eagle / GS-14
- Single Star / GS-15



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Additionally, the design of the Class 8 SRT uniform trouser is to be worn un-bloused. Authorized headgear with the uniform is the tan CBP ball cap or tan boonie hat. Authorized footwear with the uniform is the tan Danner TFX boot or a tan colored boot of comparable shade.

9. OFFICE ORDER ITEMS

The following items are available from the uniform vendor as individual and/or office order items and can be purchased by OFO Field Offices and Training Centers:

A. COVERALLS (Long and Short Sleeve) This is a special use garment that can be worn over an existing Class 2, 3 or 4 CBP uniform for limited periods of time when officers are actually engaged in high impact working activities such as: vessel searches, searching perishable cargo, examining gas tanks, etc. Upon request, employees assigned to duties on a regular or semi-regular basis that are traditionally performed by uniformed employees, e.g. import specialists performing cargo examinations, will be provided individual items to protect their clothing and persons on an as-needed basis.

B. SHOULDER EMBLEMS

D. EXTRA BUTTONS (Class 1, 2, and 3 coat and shirt buttons available in boxes of 50 each)

E. BALL CAPS

E. NAMEPLATE FASTENERS (CLUTCHBACKS AND MAGNETS)

F. PSEUDONYM NAMEPLATES

G. CBP ENFORCEMENT T-SHIRT

H. CBP SAFETY VESTS

I. Identification Jacket (Figure 3-52) This lightweight jacket is for CBP Officers and Agriculture Specialists to wear during plain clothes operations to be identified as a CBP Officer. The jacket is only authorized for wear by officers when assigned to a plain-clothes operation and is never authorized to be worn with the Field Operations uniform or in the passenger or cargo processing environments.

Situations in which CBP Officers and Agriculture Specialists are authorized to wear plain clothes and need to have an Identification jacket accessible include:

- Joint Terrorism Task Force



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- Criminal Alien Apprehensions
- Fugitive Operations Joint Recovery
- Joint Operations with Immigration and Customs Enforcement
- Serving Warrants
- Joint Operations with Animal and Plant Health Inspection Service



Additionally, the following items are also available as office order items but are not available from the uniform vendor:

J. OTHER SAFETY EQUIPMENT (Hard Hats, gloves, goggles, earplugs, etc.)

10. RANK INSIGNIA

A. METAL COLLAR/JACKET INSIGNIA/RANK SHOULDER BOARDS

Uniformed employees will wear the appropriate metal jacket insignia, and rank shoulder boards as indicated in Table 3-1 on the next page.






Large pin insignia are required to be worn on the Class 1 Ike jacket, and must also displayed on all outerwear items with the exception of the dress trench coat (nameplate only).

Uniformed employees are also required to wear rank shoulder boards on Class 1, 2, 3, 4, and 7 uniforms and sweaters that have shoulder epaulettes.



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<u>RANK INSIGNIA</u>	<u>FORMER</u> FIELD OPERATIONS POSITION/GRADE	<u>CURRENT</u> FIELD OPERATIONS POSITION/GRADE
None 	CBP Officer / Agriculture Specialist / Seized Property Specialist (GS-5/7)	CBP Officer / Agriculture Specialist / Seized Property Specialist (GS-5/7)
Silver Stripe 	CBP Officer / Agriculture Specialist / Seized Property Specialist (GS-9)	CBP Officer / Agriculture Specialist (GS-9/11) Seized Property Specialist (GS-9)
Broken Bar Gold/Blue 	CBP Officer / Agriculture Specialist (GS-11)	CBP Officer / Agriculture Specialist (GS-12) Seized Property Specialist (GS-11)
Silver Bar 	CBP Officer (Enforcement) (GS-11)	CBP Officer (Enforcement) (GS-12)
Gold Oak Leaf 	Supervisory CBP Officer / Supervisory Agriculture Specialist (GS-12) Supervisory and management positions such as Program Manager / Technical Trainer / CBPO – Intel	First line supervisors at the GS-13 level to include: Supervisory CBP Officer / Supervisory Agriculture Specialist / Supervisory Course Developer-Instructor (GS-13) All other supervisory or management positions and all other uniformed positions that donned the gold oak leaf prior to the journey level increase such as Program Manager / Technical Trainer / CBPO – Intel
Silver Oak Leaf 	Supervisory CBP Officer (Deputy Chief/Chief) / Supervisory Agriculture Specialist (Chief) (GS-13) All uniformed employees at the GS-13 level such as Program Manager / Operations Specialist	Second line supervisors with responsibilities over at least two subordinate first line supervisors and at the GS-13 level to include: Supervisory CBP Officer (Deputy Chief / Chief) / Supervisory Agriculture Specialist (Chief) (GS-13) All other supervisory or management positions and all other uniformed positions that donned the silver oak leaf prior to the journey level increase such as Program Manager / Operations Specialist
Silver Eagle 	Supervisory CBP Officer / Supervisory Agriculture Specialist (GS-14) All uniformed employees at the GS-14 level	Supervisory CBP Officer / Supervisory Agriculture Specialist (GS-14) All uniformed employees at the GS-14 level
1 Silver Star 	Director / Assistant Director / Port Director / Assistant Port Director (GS-15) All uniformed employees at the GS-15 level	Director / Assistant Director / Port Director / Assistant Port Director (GS-15) All uniformed employees at the GS-15 level
2 Silver Stars 	Port Director (SES) Director of Field Operations	Port Director (SES) Director of Field Operations



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<p>3 Silver Stars</p> 	<p>Deputy Assistant Commissioner</p> <p>(SES)</p>	<p>Deputy Assistant Commissioner</p> <p>(SES)</p>
<p>4 Silver Stars</p> 	<p>Assistant Commissioner</p> <p>(SES)</p>	<p>Assistant Commissioner</p> <p>(SES)</p>

Table 3-1